

CITY OF SANTA BARBARA

Validation: _____

ZONING INFORMATION REPORT (ZIR) APPLICATION

U.S. MAIL DELIVERIES

P.O. BOX 1990
SANTA BARBARA, CA 93102-1990
(Check Only)**

FRONT DOOR MAIL SLOT

630 GARDEN STREET
(Check Only)**

PLANNING COUNTER

630 GARDEN STREET
(Check, Cash or Credit Card)**

NO LATER THAN FIVE (5) DAYS AFTER ENTERING INTO AN "AGREEMENT OF SALE" OF ANY RESIDENTIAL PROPERTY, THE OWNER OR OWNER'S AUTHORIZED REPRESENTATIVE SHALL MAKE APPLICATION TO THE CITY FOR A ZONING INFORMATION REPORT (SBMC §28.87.220.3).

DATE: _____ NUMBER OF UNITS: _____ APN: _____

ADDRESS OF PROPERTY: _____ UNIT# _____ S.B., CA _____ (ZIP) _____

In accordance with the City of Santa Barbara Municipal Code Section §28.87.220, I hereby make application for a Zoning Information Report on the above described property. Zoning Ordinance violations discovered as a result of this report will become a matter of record and shall be promptly corrected. Any claimed nonconforming buildings or uses that are not verified by City records shall be the responsibility of the owner to justify. This report is to be furnished to the buyer or buyer's authorized representative no later than three (3) days prior to consummation of the Transfer of Title. Proof of receipt of a copy of the report shall be obtained by the owner, or the owner's authorized agent (on the receipt form provided with the report), prior to consummation of the Transfer of Title. Such receipt shall be returned to the Planning Division at the above address no later than consummation of Transfer of Title.

INDICATE BELOW WITH WHOM A PROPERTY INSPECTION CAN BE MADE. CITY STAFF WILL CALL OR EMAIL TO SCHEDULE AN INSPECTION.

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AUTHORIZED AGENT (PRINT)

SIGNATURE

TELEPHONE NUMBER

(If the owner does not sign application, agent shall print owner's name below) _____

EMAIL ADDRESS

☐

PROPERTY OWNER (PRINT)

SIGNATURE

TELEPHONE NUMBER

DATE ENTERED INTO AGREEMENT OF SALE: _____ DATE ESCROW CLOSES: _____

THE CITY RECOMMENDS THAT PROPERTY OWNERS APPLY FOR A ZIR ON THEIR PROPERTY AS SOON AS IT IS LISTED FOR SALE. Every attempt is made to complete ZIRs within 15 working days after the application is received. Allow at least five working days for completion of Expedited ZIRs.

THE FOLLOWING FEES ARE CURRENT AS OF JULY 1, 2009 THROUGH JUNE 30, 2010:

- Condominium = \$330; ➤ One Dwelling Unit (except condos) = \$415; ➤ Each Additional Unit = \$55;
- Extension of a Valid ZIR Half of the applicable fee. Allow adequate time for a re-inspection to occur prior to the expiration of the current ZIR.
- Expedited ZIR Twice the applicable fee will be charged if the date of application receipt by our office and the close of escrow date is 14 days or less (escrows of 14 days or shorter, substantiated by valid escrow instructions, are exempt from the double fee).
- "After the Fact" ZIR Twice the applicable fee will be charged for a ZIR application received after close of escrow.
- Re-inspection Fee = \$185 Failure of the owner or agent to be present at the time scheduled for inspection, or failure to provide full access to property, shall result in the assessment of the Re-inspection Fee.

** PLEASE NOTE

- Submittals by fax are not allowed.
- All credit card payments must be made in person.
- Only ONE form of payment may be accepted per transaction. (Example: only 1 check, only 1 credit card account, OR only cash.) Multiple or combinations of checks, credit cards or checks cannot be processed.
- Mail submittals must include a check payment. Mail submittals are typically entered into the City's processing system within 24 hours of receipt on regular workdays (this does not include holiday and weekend submittals).

ZIR APPLICATION NUMBER: ZIR20 _____

TOTAL FEE: \$ _____